



# MONROE COUNTY BOARD OF SUPERVISORS

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## NOTICE OF MEETING

COMMITTEE:  
DATE:  
TIME:  
PLACE:

PROPERTY AND MAINTENANCE  
Wednesday 10-12-2016  
1:00 p.m.  
Recreation Room/Rolling Hills Main Hall  
14345 County Highway B Sparta, WI 54656

## SUBJECT MATTER TO BE CONSIDERED

All Items are subject to Discussion & (except public comment) Action

1. Call to Order/Roll Call
2. Public Comment, 3 Minute Limit Rule Applies
3. Set next meeting date/time
4. Minutes Approval – 09/12 & 09/14/2016 (enclosure)
5. Building Manager Report
6. Tax Delinquent Properties
7. Strategic Plan
8. Justice Center
9. Budget Adjustment
10. Future Agenda Items
11. Adjournment

Dean Peterson, Committee Chair  
PROPERTY AND PURCHASING COMMITTEE  
Date notices mailed: 10/10/16

PLEASE NOTE: A quorum of the Monroe County Board or other committees may be present at this meeting. No business of the County Board or other committees will be conducted at this meeting, only the business noted above.

Property & Maintenance Committee  
September 12, 2016

Present: Dean Peterson, Mary Cook, Douglas Path, Pete Peterson, Rod Sherwood  
Others: Garry Spohn

The meeting was called to order in Rolling Hills Recreation Room at 11:00 a.m.

Property and purchasing delinquent tax properties tour.

1st stop parcel #026-01446-5000. Wood lot near Basswood Road across from cemetery. Started tour at 11:01 a.m. got to 1st stop at 11:23 a.m.

At 11:35 a.m. 2nd stop. Drove in. Parcel #028-00106-2000. People were home and said they would be in to pay the tax.

12:04 p.m. we were at parcel #012-00465-2599. Also parcel 024-00749-2599. Both road ditches.

12:54 pm. arrived at next property. Parcel #286-01472-0000. Officials from the school were also there to look at the property.

2:18 p.m. we arrived at parcel #286-00831-0000. Onward to next stop.

2:29 p.m. parcel #286-00167-0000. Person was home said he was going to come in and pay the tax.

2:48 p.m. next stop. Parcel #006-00053-5000. 2.99 acres with house and garage.

3:36 p.m. looked at three properties along side of railroad tracks near highway department.

4:00 p.m. met in recreation room at Rolling Hills. Pete made the motion to accept all properties. Mary seconded it. The vote was 5-0.

4:01 p.m. Mary made a motion to adjourn and Pete seconded it. Vote passes 5-0.

Monroe County District 9 Supervisor  
Doug Path

Property & Maintenance Committee  
September 14, 2016

Present: Mary Cook, Douglas Path, Pete Peterson, Rod Sherwood; Dean Peterson absent  
Others: Garry Spohn, Jeremiah Erickson, Bob Janovick

- The meeting was called to order in Rolling Hills Recreation Room at 1:00 p.m. by Vice Chair Douglas Path.
- Public Comment Period – One member of the public spoke.
- Set next meeting date/time – October 12, 2016 at 1:00 p.m. in the Rolling Hills Recreation Room.
- Minutes Approval – Motion by Rod Sherwood second by Mary Cook to approve the 08/03 & 08/10/16 minutes. Carried 4-0.
- The Buildings Manager Report was provided.
- In Lieu of Foreclosure Parcel – Jeremiah Erickson explained that he was approached regarding parcel #040-00619-0000. Landowners will no longer pay taxes on the parcel. Jeremy explained that this parcel falls under the In Lieu of Foreclosure Policy. Discussion. Motion by Rod Sherwood second by Pete Peterson to approve acquiring the parcel by quit claim deed. Carried 4-0.
- Tax Delinquent Properties – There are 4 properties on the Wisconsin Surplus Auction Site that have not received bids. It was a consensus of the committee to place the parcels back on the auction site for bid.

Several properties from the tour on September 12, 2016 were discussed.

- Strategic Plan – Garry Spohn provided members with a partial plan and future scope of work for the Rolling Hills building. Discussion. A special board meeting will be held on September 20, 2016 for the Strategic Plan.
- Justice Center – Garry Spohn explained continued issues with sprinkler heads, locks, broken glass and plugged toilets. Garry discussed the possibility of using different vendors for the Justice Center.
- Budget Adjustment – None.
- Items for next month's agenda – Tax Delinquent Properties, Strategic Plan, Justice Center.
- Motion by Rod Sherwood second by Pete Peterson to adjourn at 2:29 p.m. Carried 4-0.

Shelley Bohl, County Clerk  
Recorder

**Property & Purchasing Meeting**  
**October 12, 2016**  
**Rolling Hills Rec Room**  
**14345 County Highway B**  
**1:00 p.m.**

**Justice Center/Courthouse/Jail:**

Our list at the Justice Center continues.

1. I am getting quotes on sprinkler heads.
2. We are experimenting with some heavier food pass door locks.
3. We have now replaced 7 broken windows.
4. We are installing rubber strips by showers to keep the water in.
5. We are working on a solution for cooling dispatch during the winter months.
6. Our emergency light circuit tripped a breaker but we don't know why.
7. The generator has went into alarm a couple times. They upgraded the software.
8. We are working on a solution for the grate on the west side of the building.

**Citizens Bank Building:**

- We removed some lilacs and 1 tree so that we could proceed with the parking lot.
- We removed one canopy, a garden shed, electrical to a pole light, moved brick to prepare for parking lot grading.

**Museum:**

- We removed a tree and we are working on removing a coal room.

**Rolling Hills:**

- We started our winter boilers.
- We removed 2 trees and ground 13 stumps.
- We trimmed trees in the yard and all shrubs.
- I advertised for flooring and abatement for Rolling Hills. They will choose the vender to proceed with the work.

**CSC Building:**

- We are working with a vender to repair a 4" condensate pipe that is leaking.

**Property Manager:**

- We have the last 4 Warrens properties on Wisconsin Surplus Auction. 3 have met the minimum bid.
- I met with the School and City at the Superior Avenue Property.
- I attempted to make contact with the Pine Street property owner.
- I replaced a dozen light bulbs at the Emergency Management building and will be adding that building to our cleaning contract.